

*--futura*TM

User's Manual

SINGER[®]

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User's Manual

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Installation

Thank you for purchasing FUTURA software, a software designed especially for your FUTURA sewing machine.

FUTURA has been especially designed as a powerful combination of the FUTURA sewing machine and the FUTURA software.

The FUTURA software is the “front-end” of your sewing machine allowing you to easily transfer any kind of embroidery design to the FUTURA machine.

What is more, FUTURA software includes numerous editing capabilities allowing you to edit and manipulate your design before transferring it to the machine to be embroidered.

In the pages of this manual you will learn how to get the best out of your FUTURA software & machine , for excellent sewing results.

We hope you enjoy using FUTURA !

Manual structure

In order to help you easily learn how to use the software, the FUTURA software comes with **this manual**, divided into the following sections:

1. **“Getting Started/Installing the Software...” section**
, which will help you install the software and understand the general concept of the product before using it.
2. **“Inside...” section**,
designed to provide information and explanation on the complete (detailed) functionality of FUTURA.

System Requirements

The following is a **list of specifications for your PC** (personal computer).

You can install and use the software on a PC which fulfills at least this specification list.

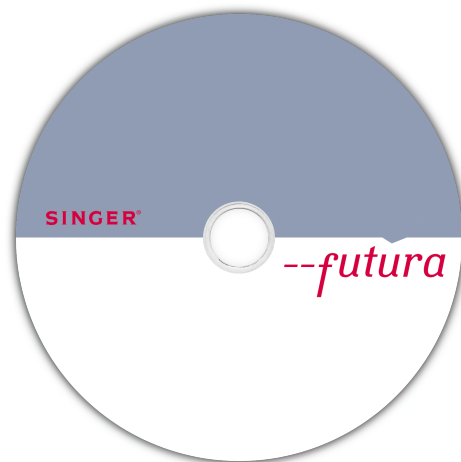
- > PC with PENTIUM II or faster processor
- > Windows OS: Windows 98 / NT / 2000 / ME / XP
- > 64MB of RAM (128MB or more recommended)
- > CD-ROM drive
- > 500 MB (or more recommended) of available hard-disk space for installation
- > Color standard (640X480 pixels, 16colors) VGA adapter connected with a color VGA monitor (1024x768 pixel; 65,000 colors recommended)
- > Microsoft compatible mouse

Installation of the software

In order to start using the software on your PC you would have to first install the contents of the CD to your PC. This procedure is referred to as **“installation procedure”**. **Please follow the below listed instructions in order to successfully install FUTURA on your personal computer.**

The FUTURA software comes on a CD-ROM disc.
In most personal computers the default drive setting for a CD-ROM drive is “D:”

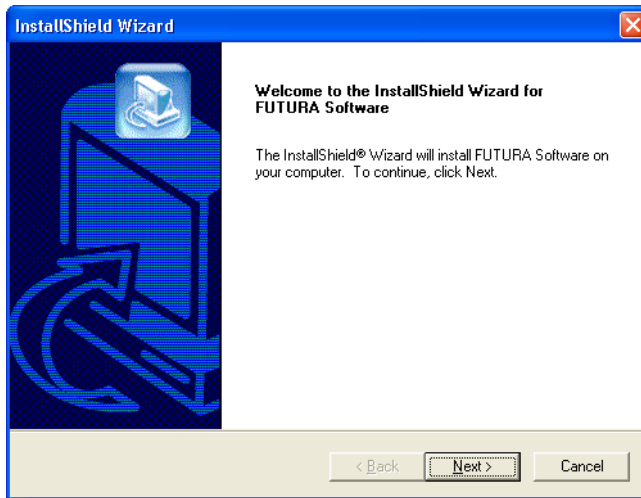
Please insert the FUTURA CD-ROM into the CD-ROM disc receiver in your PC.



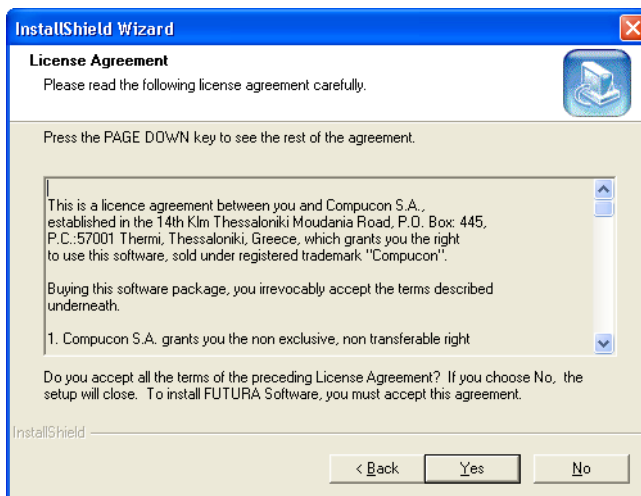
After some seconds, the Installation procedure of the software will start automatically.

In case this will not occur after a short while, you can run the installation procedure manually by going to the “Start” option of Windows, select “Run”, type “D:\setup.exe” and click on OK.

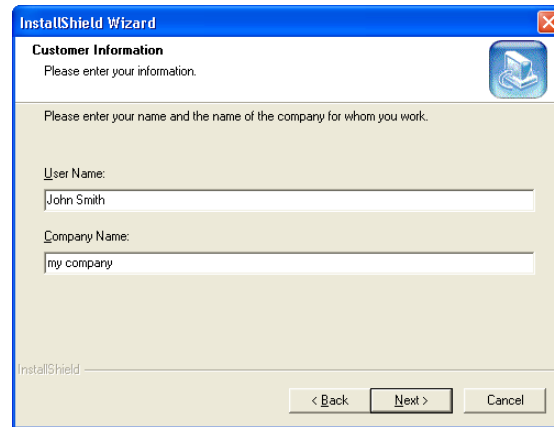
After some seconds the step by step installation of the software begins with the **Welcome window**. You can always abort the installation procedure by clicking on the **"Cancel"** button.



Click on "Next" to move on the next screen.

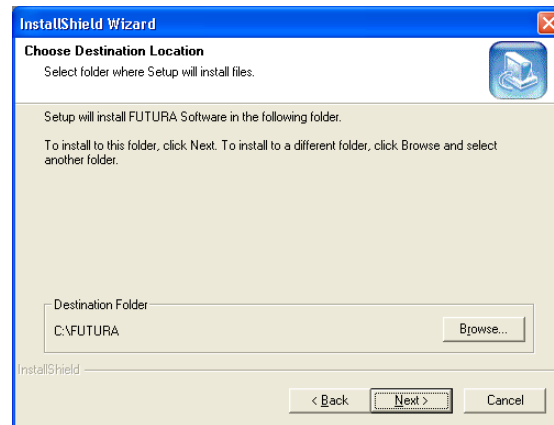


After reading and agreeing with terms given in the License Agreement, please click on “Yes”. Now define your User Name and Company Name (in case there is no information available for “Company Name”, insert any character).



The screenshot shows the 'InstallShield Wizard' window with the 'Customer Information' tab selected. The window has a blue title bar and a standard Windows XP-style interface. The main area is light beige. At the top, it says 'Please enter your information.' followed by 'Please enter your name and the name of the company for whom you work.' There are two text input fields: 'User Name:' with 'John Smith' entered, and 'Company Name:' with 'my company' entered. At the bottom right, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted. The 'InstallShield' logo is visible in the bottom left corner of the main area.

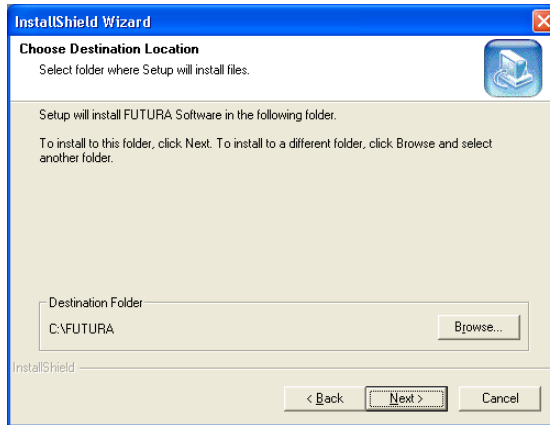
and again click on **Next**, and then select the directory where the software should be installed. **It would be recommended to use the default selected directory.**



The screenshot shows the 'InstallShield Wizard' window with the 'Choose Destination Location' tab selected. The window has a blue title bar and a standard Windows XP-style interface. The main area is light beige. At the top, it says 'Select folder where Setup will install files.' followed by 'Setup will install FUTURA Software in the following folder.' and 'To install to this folder, click Next. To install to a different folder, click Browse and select another folder.' There is a text input field labeled 'Destination Folder' containing 'C:\FUTURA'. To the right of this field is a 'Browse...' button. At the bottom right, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted. The 'InstallShield' logo is visible in the bottom left corner of the main area.

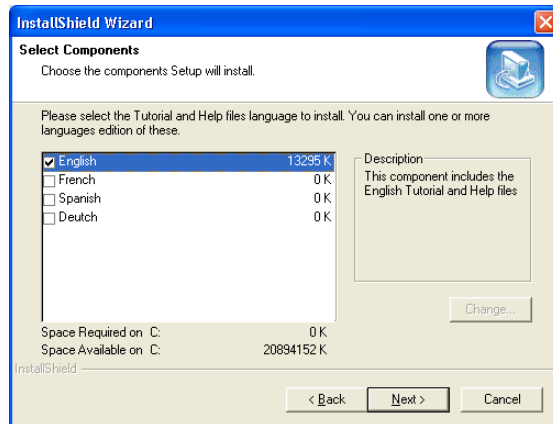
Simply click on **“Next”** to continue.

Now you are prompted to select the **Program Folder** where the shortcut for the software will be stored.

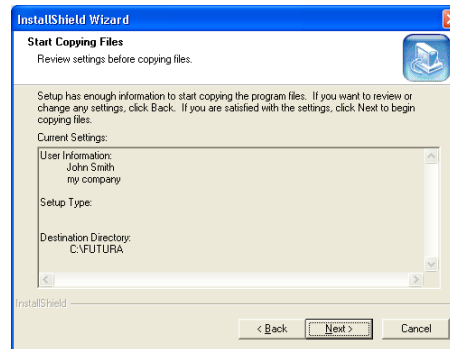


Simply click on **“Next”** to continue.

Now you are prompted to select the language in which the Tutorials and Help files of the software will be installed. English language is installed by default.

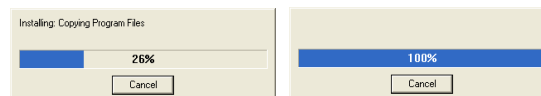


Finally you are requested to confirm all the selections made during the installation set-up.



Pressing the **“Next”** button will finally **start the copy and installation of the FUTURA software files** to the given directory on the hard disk.

A **progress bar** will indicate the stage at which the installation procedure is. It will finish when it has reached to **100%**.



The installation procedure is finalizing all required actions and will automatically close after finish. Please wait for a short while until this happens.

If the installation utility identifies a **lack of available space on your hard disk**, an **error message** will prompt you to free some hard disk space before proceeding with the installation. You can always abort the installation procedure by clicking on **“Cancel”**.



Tip!

Tip : If for any reason you would like to uninstall the software, select from “Start” -> “Settings” -> “Control Panel” -> “Add/Remove Programs” icon. From the appearing window scroll down until you find the FUTURA option and click on the “Add/Remove” button.



After finish of installation and when turning on the machine, Microsoft Windows will automatically prompt you to finalize the installation by installing the special USB driver for connection to the machine.

Follow the simple steps of the Microsoft “Add New Hardware” wizard in order to instal the driver. When being asked where to look for the driver, simply select to look in the CD-ROM drive.



Handling CD-ROMS

*CD-ROMs are an excellent media for holding information.
A typical CD can hold up to 650 MB of storage space and access time is relatively fast.*

In the uncommon event that you experience any difficulty installing the program from your CD, please make sure that the CD Drive itself is in proper working order.

*In addition, please check that the backside of the CD
(where the data is stored and no information is printed on)
is perfectly clean and free from dirt, dust and greasy marks, including fingerprints.*

Important Note :

In order to run and use the FUTURA software, the FUTURA machine has to be set up for embroidery and also has to be connected to the PC via the serial cable that is included in the product package.

The FUTURA software will not run if machine is set up for sewing and/or is not connected to the PC.

After finish of the installation procedure, the software will prompt if you would like to view the “Machine set-up” Tutorial, with step-by-step instructions on how to correctly setup your machine for embroidery. Select “Yes” if you would like to view the tutorial or “No” to skip.

Get more at FUTURA Support Site

The www.futura-support.com is an online support website designed to provide support to the users of the exciting FUTURA product.

To see for yourself, from inside the FUTURA software simply click on **"Help"** -> **"Connect to Support site"**. Log onto www.futura-support.com and register to **benefit** from all the services offered.

Using FUTURA User's Manual

In the following pages you will receive detailed explanations on the functionality and use of all the incredible functions and features included in the FUTURA software.

Please study the manual carefully in order to learn how to use and get the best out of this software product.

In-built Help features

FUTURA comes with built-in help features to **help and support you** while working with the software. You can access all Help features from the Help Menu in the software.

Index Help

FUTURA comes with an **on-line Help** feature to provide valuable information on the features and functions of FUTURA.

- >Press the **F1 button** on the keyboard after selecting any feature you might need some help with, and the program will immediately display the related Help topic.
- >For general help, choose **Help>Contents**. Clicking on the Contents option prompts the program to activate the Help feature, and displays a menu window with the available help topics.
- >Select **Help>Search** and type a specific subject name. The available subjects are displayed in a table.

“How to” Tutorial

The **“How to” Tutorial** is an additional Help feature that will quickly guide you on how to use the software correctly to achieve amazing results. Whereas the standard Help section focuses more on what each feature and function of the software is, the **“How to” Tutorials** has the purpose to show you **“how to do”** things while working with the software.

From the Tutorials Page, simply select the topic you would like to study and go through the comprehensive step-by-step instructions on how to use a function or feature of the FUTURA software.

“Machine set-up” Tutorial

In order to start working with FUTURA for embroidery, you will have to first set up the FUTURA machine to work for embroidery.

This tutorial presents in a step-by-step procedure how to correctly set up the machine for embroidery.

General information on working with your PC and software

Welcome to the exciting world of software products !

In case this is the first time you are attempting to work with software, it is very possible that you are very cautious and afraid of this new field of activity.

Nevertheless have no fear, it is not as hard as it might seem. Little by little you will find that computers and software are great tools to help your work. In this case the FUTURA software is an amazing tool to help you design and produce your own personalized embroidery results.

In the field of embroidery consider your sewing machine as a “printer” and the FUTURA software as the tool which will give you the power to design anything you have in mind and want to “print”, that is to sew out on your machine. There is no limit set to what you can imagine and do.

However, as every new field it requires some time to get adjusted and learn little by little.

Study through all the sections provided in this software, follow the examples and you will see that in no time you will be able to easily handle the software. Don't be afraid to try and experiment as this is an important part of the procedure of learning in general.

Before we get into the sections of what the software is offering and how you will be able to use it, allow us to give some brief intro on general tasks related to the operating system your PC is running on, the famous Microsoft Windows.

General Windows Tasks

Whichever edition of Microsoft Windows your PC might be running, whether it is Windows 98, Windows ME, Windows 2000, Windows NT or Windows XP (and FUTURA runs on all of these), this is the operating system of the PC. This means that Windows actually “run” and coordinate all the hardware parts a PC consists of. Simply put it is like the brains of the machine whereas all parts are pretty “dumb” if not being run by the operating system.

All other software products run on top of this operating system, Microsoft Windows in our case, and this is also the case for the FUTURA software.

It is necessary to get familiar with basic Windows functions for the easiest interaction with your PC, as well as using FUTURA productively.

There are a number of common tasks used in computers with Windows (computer operating system). While there are many different versions of Windows, the procedures for the subjects listed here are basically the same for any of them.

The explanations and exercises may help you to be more confident before you even launch your embroidery software.

For those of you already familiar with working with software products it is possible to skip this chapter and proceed to the next one but remember “repetition is the mother of knowledge” if you would like to go through it one time.

Read and practice the following items by following the Steps:

Mouse basics

Double-click (with left mouse button)

Click

Right-click

Scroll

Files and Folders

How your computer is organized

Make New Folder

Copy files

Open folder

Paste files

Rename files/folders

Delete files/folders

Restore files/folders

Open files

Save/Save As files

Screens

Open

Minimize

Maximize

Close

Dialogue Boxes

Moving boxes

Box options

Mouse Basics

There are some very basic ways in which the “Mouse”, the little plastic unit with two buttons, a turning dial (on some models) and an attached wire (on most models) that connects to the back of the computer.

Double-click (with left button)

This is two quick clicks. You may have to practice to get the hang of how quick to click. Generally, the double-click action is used to open something (like a folder), or launch something (like a program). Most often, the double-click option is the 1st step in a task.

Click

This is a short, light, click using the left button on the mouse. Generally, the click is used for selecting or choosing something. It can be used to confirm a selection as well. Most often, the click is the 2nd option for a task.

Right-click

This short, light, click of the right button on the mouse usually opens additional options. A “fly-out” box will appear giving options relative to the item that was right-clicked.

Scroll button

This button is used to scroll the screen up or down in any screen.

Files and Folders

How your computer is organized

Your computer is comprised of many programs (such as your embroidery software), folders and files. If you take the time to acquire some basic skills in handling files, you will be able to do your work with ease. **Let's get started.**



You may use the right-click (right button on the mouse) to pull up the “Open” option (or choose from other options from the fly-out box) instead of using the double-click option.



When selecting an option from the fly-out boxes, a click will be used.

On your desktop (the screen that opens when you power up your computer), there is an icon (a graphic symbol and title of a program or feature) called "My Computer". Inside are all of the contents of your computer! You will be able to choose from the Hard drive (most often the C: drive); the Floppy drive (usually the A: drive); or the CD Rom drive (often the D: drive). Let's take a look:

Step-by-Step	
>1	Double-click on "My Computer".
>2	Double-click the C: drive.

Here you can see all the files and folders that have previously been stored on your computer which brings us to that subject:

Make New Folder

Before you try to save embroidery designs onto your computer, you should make a folder with a recognizable name.

Step-by-Step	
>1	(With the C: drive still open) select "File/New (a fly-out box will open)/Folder". You will see a new folder created.
>2	In the slot (which is awaiting a title), type the name of your new folder (perhaps your own name).
>3	Hit the "Enter" key (on the keyboard) to confirm the name.

You should now be able to see your new folder on the C: drive.

Copy files

If you want to make duplicate or backup files, you will need to copy a file.

Step-by-Step	
>1	Select "Back" at the top/left of your screen. This takes you back one step (from the C: drive).

Continues >

Step-by-Step

- | | |
|----|---|
| >2 | Place a disk with an embroidery file or other type of file into the floppy drive. |
| >3 | Double-click on the Floppy A: drive. |
| >4 | Click on one of the files on the Floppy. |
| >5 | Right-click on the file. |
| >6 | Select "Copy" from the fly-out box. |

Open folder

Now we must open the folder where we want to place the copied file.

Step-by-Step

- | | |
|----|---|
| >1 | Select "Back" at the top/left of your screen. This takes you back one step (from the A: drive). |
| >2 | Double-click on the C: drive. |
| >3 | Double-click on the New Folder (that you created). |

Now that we have an appropriate folder open:

Paste files

Now we can paste the file that we copied.

Step-by-Step

- | | |
|----|--|
| >1 | Right-click and choose "Paste" from the fly-out box. |
|----|--|

The file that was copied should now appear in the New Folder.

Rename files

If you want more than one version of a file, such as a different size of an embroidery design, it may be necessary to rename one of the files.

Step-by-Step	
>1	Right-click on the file that was pasted into the new folder.
>2	Select "Rename" from the fly-out box.
>3	Type a new name (in the awaiting title box).
>4	Choose "Enter" on the keyboard to confirm the new name.

Delete files

If you have excess files that need to be cleaned up from a folder:

Step-by-Step	
>1	Right-click on the file to be eliminated.
>2	Choose "Delete" from the fly-out box. Answer "Yes" to confirm the deletion.

Restore files

A file can be restored if it was accidentally deleted.

Step-by-Step	
>1	Select "File/Close" to exit the folder.
>2	Double-click on the "Recycle Bin" on the desktop.
>3	Right-click on the file that was just deleted.
>4	Select "Restore" from the fly-out box, or from the left of the screen.

The file that was deleted has now been restored to the original location.

Open files

A file must be opened with a program that recognizes that file type. For example, if you are trying to open a Stock Embroidery Design (whether it resides on the computer, a CD, or a floppy disk), you must have a program open that can "see" it. Or if you have a document file, a Word Processing program must be opened in order to read and write the file.

Step-by-Step

- | | |
|----|--|
| >1 | Double-click on the icon on the Desktop or in "My Computer" that represents the program of your choice. This "launches" the program. |
| >2 | Click on "File/Open" to open a file. |

Save/Save As files

When you have made any changes to a file, or wish to save this design onto your computer...

Step-by-Step

- | | |
|----|---|
| >1 | Select "File/Save As" to give your design a name. Changes made after the initial saving need only "Save" because you already have a name. |
| >2 | Close the program if desired. |

Screens

There are some common ways in which to handle screens whether the screen is an embroidery design or some other type of program or file.

Blank

In most programs there is a "Blank" screen that is the foundation for opening files.

Step-by-Step

- | | |
|----|---|
| >1 | Double-click on the "FUTURA" icon on the desktop. |
|----|---|

for **step >1**
A dialogue box will open.



Open

From the Blank screen, a file can be opened.

Step-by-Step

- >1 Select "File/Open".
- >2 At the top of the "Open Design File" box, there is a "Look In" Label with a downward (black) triangle. Browse there to locate the correct drive (C: A: or D) and folder. The large white rectangle in the center will display all of the files. Also, you must select the "File Type" i.e. (.DST, etc.).
- >3 Click on a file, and choose "OK" in the box. The design will open into your "FUTURA" screen.

Minimize

Step-by-Step

- >1 Click on the "-" at the top right of the screen. This minimizes the screen, allowing you to work with multiple screens at once.

Maximize

Step-by-Step

- >1 When you want to enlarge a screen that you have worked with before, click on the bar at the bottom of the screen that has the name of the screen desired.

Close

Step-by-Step

- >1 When you have saved your file, select "Close" either with the "X" at the top right of the screen, or select "File/Close".

Dialogue Boxes

Most programs also have commonalities in the dialogue boxes. Also included in this topic are the “Fly-out” boxes. These fly-out boxes nearly always mean more options are available (in the dialogue box).

Move box

If a dialogue box is blocking your view, it can be moved.

Step-by-Step

- | | |
|----|--|
| >1 | Click (and hold to drag) on the bar at the top of the box. |
| >2 | Move to anywhere on the screen. |

Box Options

Most types of dialogue boxes contain options (selections) from which to choose.

Step-by-Step

- | | |
|----|--|
| >1 | Click to select the desired answer. |
| >2 | (In some types of dialogue boxes) select “OK”. |

Using FUTURA Software

futura

Inside Welcome Box

Welcome to FUTURA

The **Welcome to FUTURA** dialogue box can be useful to quickly set up your first job for the day. Choose from **Start machine navigator**; **Open Design**; **New Screen** or **Ruler measurement** by clicking on the relative “link”. The Welcome box opens (only) when FUTURA is launched, so that it is the first thing that you see on-screen.



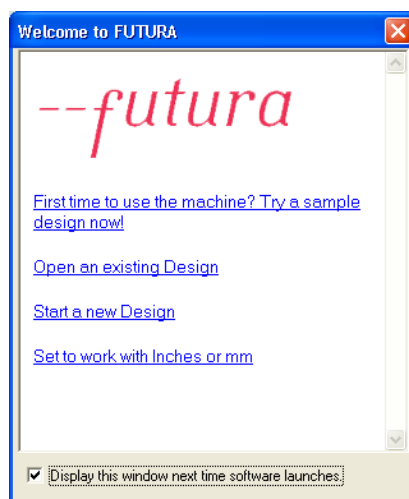
The box can be **disabled** in System Parameters if you prefer not to see/use it.

First time machine user / sending a sample design

If it is the first time for you to work with embroidery, make use of this feature to have the FUTURA software automatically open a selected SINGER design and have it ready to be sent to the machine. All you have to do is click on the “Send” button and then click “Start” on the machine to start the embroidery !

Open Design

Choose the **Open Design** link to automatically open the “Open Design” dialogue box and choose a stitch file to work with.



Start a new Design

Choose the **Start a new Design** link to automatically open a blank screen for working with Lettering.

Set to work with Inches or MM

Choose the **Set to work with Inches or MM** link to change the rulers to either **inches** or **millimeters**.

Open FUTURA software

Open FUTURA

Open FUTURA is a function used to **open** or **launch the FUTURA software**. Once opened, you can open multiple embroidery designs. They will each have a different Window inside the FUTURA screen.

How to Open FUTURA

Step	Action	Result
>1	Double-click  icon on the Desktop . Alternatively click on the “Start menu” of Windows , then go to “Programs” and from the list displayed select the option “FUTURA”	The FUTURA screen will open.



Image 1
Opening FUTURA Software



In order to open designs from the Internet into the FUTURA software, download and save the designs onto your hard disk and then read into FUTURA with the use of the "Open Design" function.



While you can see all file types using "", the only formats that can be opened are listed right.*

Inside Open Design

FUTURA software provides a variety of options of reading designs into the software in order to have these transmitted and embroidered on the FUTURA machine.

One of the main options is to open a design stored on the hard disk or a CD into the software.

It is possible to open many types (formats) of embroidery designs with FUTURA. There are several formats available of both the commercial and home embroidery software platforms.

The following formats can be opened with FUTURA:

Format	Extension
FUTURA Designs	.FHE
PSW Designs	.PSW
Compucon Stitch & Sew Designs	.CHE
Compucon Designs	.XXX
Brother Bernina-Babylock	.PEC
Brother Bernina-Babylock	.PES
Husqvarna Viking	.HUS
Janome	.SEW
Melco Designs	.EXP
Tajima	.DST
Pfaff	.PCS
*All Files	*.*

Open Design

In order to work with a stitch file you need to open it into the FUTURA screen.

Step	Action	Result
>1	Select the Open  icon. Alternatively, select Open from the File drop-down menu.	Open Design File dialogue box will open.
>2	Choose Designs folder from Look In box from drop-down list.	
>3	Select FUTURA Designs (.FHE) from the Files of Type box.	The large box will display all .FHE designs in the Designs folder.
>4	Click on a design in the large box.	The name of the design will appear in the File Name box.
>5	Click Ok .	The stitch file will open onto your screen.



A **Preview** will be displayed in the **Open Design File** dialogue box only if the design is in the native **.FHE** format or alternatively Compucon Home embroidery **.CHE** and Compucon **.XXX** format.

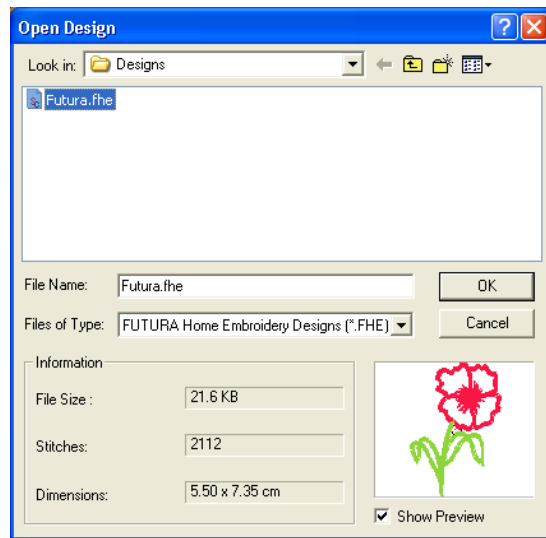


Image 1
Open Design dialogue Box

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Inside Close Design

Close Design
Close Design is a function used to **close the current design**.

How to Close Design


*If the design **has not been saved**, FUTURA will prompt you to do so.
If the design **has been saved**, FUTURA will simply close.*

Step	Action	Result
>1	Select File/Close Design .	A "Save changes..." dialogue box will Open Design.
>2	Select Yes .	The design will close.

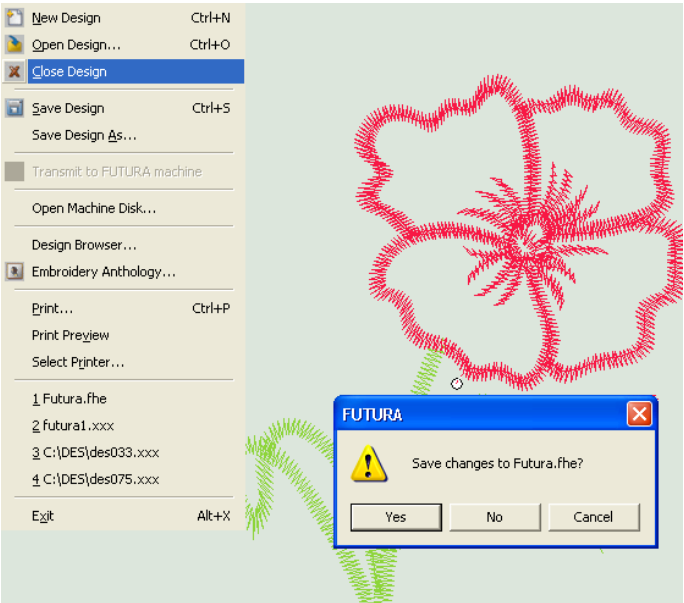


Image 1
Prompt to save your design

Inside Save Design

A design or lettering that is created or edited with FUTURA software should be **saved** to the computer hard drive.

There is a distinction between **Save Design As**, and **Save** regarding storing an embroidery file.

Save Design As

If a design is new – or has never been saved, **Save Design As** is the option that assigns the original name to the design.

Save

If a design has previously been given a name (if so, the name will appear at the top-left of the FUTURA screen) – then only **Save** is needed to store any changes or additions that are made to the design.

Use Save Design As

Use the **Save Design As** feature to assign a name to a stitch file to one of the formats listed at the end of this section.

Step	Action	Result
>1	Select Save Design As from the File drop-down menu.	Save Design dialogue box will open.
>2	Choose Designs from Look In drop-down list.	The Designs folder will open for design storage.
>3	Choose .FHE from the Files of Type drop-down list.	The list of .FHE designs will appear in the large white box.
>4	Type New Name in the File Name box.	
>5	Select OK .	The design will be saved and the given name will appear at top-left of FUTURA screen.

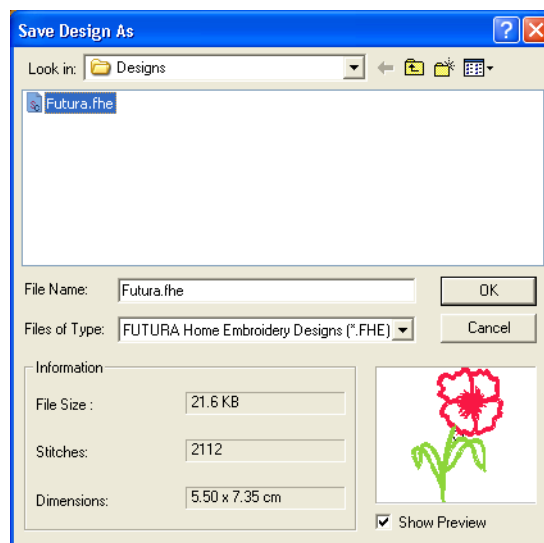


Image 1
Save Design dialogue Box

Use Save Design

Use the **Save Design** feature to overwrite a stitch file that has already been named ("Save Design As") to one of the formats listed below. This feature is used when editing is required, and the original name is retained. If more than one version of the design is needed, simply use the **Save Design As** function as often as necessary.

Step	Action	Result
>1	Click the Save icon from the top toolbar. Alternatively, select Save Design from the File drop-down menu.	The software will overwrite the existing design.



There must be an embroidery design on-screen for the following exercise.



*If a design has been modified in any way, an * will appear by the original name. This is a "prompt" that a Save or Save Design As is needed.*

Design Formats

There are several **formats** that can be saved with FUTURA software.
The following formats can be saved:

Format	Extension
FUTURA Designs	.FHE
Compucon Stitch & Sew Designs	.CHE
Compucon Designs	.XXX
Brother Bernina-Babylock	..PEC
Brother Bernina-Babylock	.PES
Husqvarna Viking	.HUS
Janome	.SEW
Melco Designs	.EXP
Tajima	.DST
Pfaff	.PCS

Inside Machine Navigator

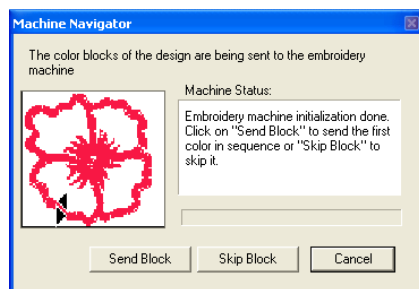
Now that you have learned how to read and open a design stored on the hard disk or the CD, the next important step is to see how to transmit this selected design to the FUTURA machine in order to embroider.

After having selected the design and open in the screen of the FUTURA software, from the menu option choose "File" > "Transmit to FUTURA machine".

The **Machine Navigator** dialogue box will open allowing you to send the design to the FUTURA machine.

It is **important to notice** that the design can be sent to the machine in a colour by colour sequence, which means that one color has to finish on the machine side before it is ready to accept the next color. At that time you will also have to change the thread color on the machine in order to be ready to embroider the new color block with a new thread color.

The Machine Navigator has the following options



"Send block" will send the block displayed to the FUTURA machine.

"Skip block" skips to the next block in sequence.

"Cancel" prompts you whether to terminate the current transmission and close the "Machine Navigator" window. Click on "Yes" if you would like to close this window.



Always check that the design to be sent to the machine will fit into the hoop. Any design that exceeds the size of the hoop attached at the machine will generate an error message and will not be sent to the machine.

The on-screen visible hoops can be a useful tool to always check if a design is within the boundaries of your machine hoop.



Before transmitting a design to the machine the software prompts whether you would like the design to be optimized for speed that this will be sewn out. This however might affect the appearance of some parts of the design. Select "Yes" or "No" to continue.



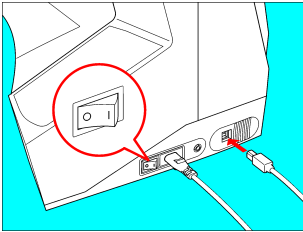
In case of selecting to skip a block its data was already downloaded to the machine, the software will prompt you to confirm the action and discard the previous data. Click on "Yes" to continue.

Step	Action	Result
>1	Open a design.	Selected design appears on screen.
>2	Select Transmit to FUTURA machine from the File drop-down menu or click on the machine icon on the toolbar.	"Machine Navigator" dialogue box will open.
>3	Click on "Send Block" to have the particular color block of the design trasnmitted to the machine.	The block is directly transferred to the machine. Press the machine button "Start" to start sewing.
>4	After having embroidered a particualar color block, repeat step 3 for the next color block of the design.	

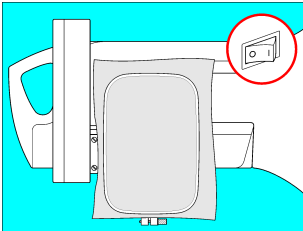
The FUTURA software is the front-end screen of your FUTURA machine thus providing real-time valuable information on the actions of the machine.

What is more, the software will prompt you with any type of error messages that might come up during operation.

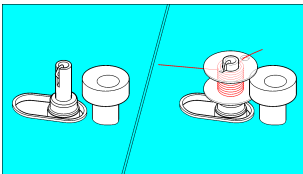
The list of possible error messages, their meaning and the proposed action are listed below.



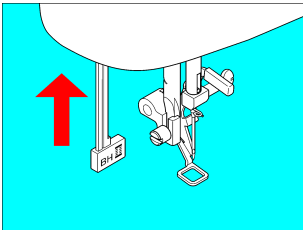
EM-01 Check cable and power switch
Check that USB cable is connected and power switch is turned on.



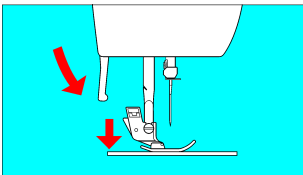
EM-02 Attach large hoop
Turn off power switch and attach large hoop.



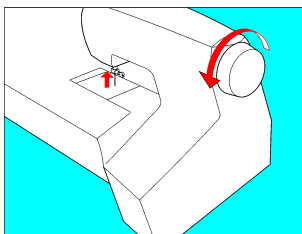
EM-03 Bobbin winder in operation
Bobbin winder is in operation.



EM-04 Raise buttonhole lever
Buttonhole lever is lowered. Raise buttonhole lever.

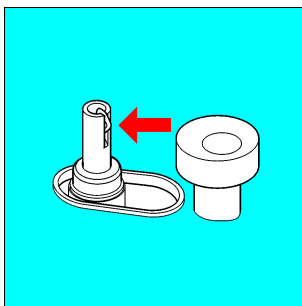


EM-05 Lower presser foot
Lower presser foot by lowering presser foot lifter.

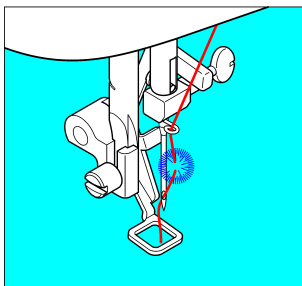


EM-06 Raise needle
Raise needle by rotating hand wheel toward you.

EM-07 Safety device activated
(No animation supplied)
Safety device is activated. See related section in instruction manual of machine



EM-08 Check bobbin winder
Check bobbin winder and move it to left.



EM-09 Thread breakage detected
Thread breakage is detected. Check threads.

Inside Open Machine Disk

There are several types of commercial **Machine Disk formats** that can be read with FUTURA software. These will be expanded files (already having instructions for an embroidery machine) with limited editing capabilities. The following formats can be read from a properly formatted (the appropriate disk type - usually "DS/DD" - double-sided/double-density that was formatted for the requested type)

Format	Disk Type
Barudan FDR	DS/DD
Barudan FDR 1.44	High Density
Barudan	DS/DD
Barudan M7000	DS/DD
BEAT 900	DS/DD
CEM/BX	DS/DD
Fortron	DS/DD
Juki	DS/DD
Happy	DS/DD
Marco	DS/DD
Melco	DS/DD
Melco DOS	High Density
Pfaff	DS/DD
Tajima	DS/DD
Toyota	DS/DD
ZSK	DS/DD
ZSK DOS	High Density

Machine Disk options

There are other tasks that can be done with **Open Machine Disk**. **Delete** (stitch files), **Identify** (type of Machine Disk), **Copy** (selected files), and **All** (copy entire disk to computer).

Use Open Machine Disk

Use the **Open Machine Disk** feature to open a stitch file from one of the formats listed above.

Step	Action	Result
>1	Select Open Machine Disk... from the File drop-down menu.	Read Design from Machine Disk dialogue box will open.
>2	Choose a Format from the list on the left	
>3	Click Read .	The system will read the files on the disk and display in the right-hand column.
>4	Highlight stitch file in the right-hand column.	
>5	Select Read .	The design will be read and open on-screen.

Use Delete (from Machine Disk)

Use the **Open Machine Disk** feature to delete a stitch file from the machine disk.

Step	Action	Result
>1	Select Open Machine Disk... from the File drop-down menu.	Open Machine Disk dialogue box will open.
>2	Choose a Machine Format from the list on the left	
>3	Click Read .	The system will read the files on the disk and display in the right-hand column.
>4	Highlight stitch file in the right-hand column.	
>5	Select Delete .	The design will be deleted from disk.

Use Identify (Machine Disk)

Use the Open Machine Disk feature to identify the format of a machine disk

Step	Action	Result
>1	Select Open Machine Disk... from the File drop-down menu.	Open Machine Disk dialogue box will open.
>2	Click Identify .	The system will read the disk to determine the (acceptable) format.

Use Copy (files from Machine Disk)

Use the **Open Machine Disk** feature to copy a stitch file from the machine disk to the hard drive.

Step	Action	Result
>1	Select Open Machine Disk... from the File drop-down menu.	Open Machine Disk dialogue box will open.
>2	Choose a Format from the list on the left	
>3	Click Read .	The system will read the files on the disk and display in the right-hand column.
>4	Highlight stitch file in the right-hand column.	
>5	Select Copy . Alternatively , select All for all stitch files.	A "Browse destination" box will open.
>6	Choose location to save the copied file(s).	The design(s) will be copied to a location that you specify.

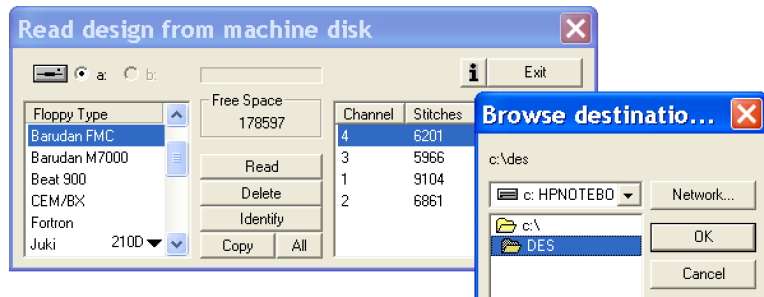


Image 1
Read Machine Disk dialogue Box

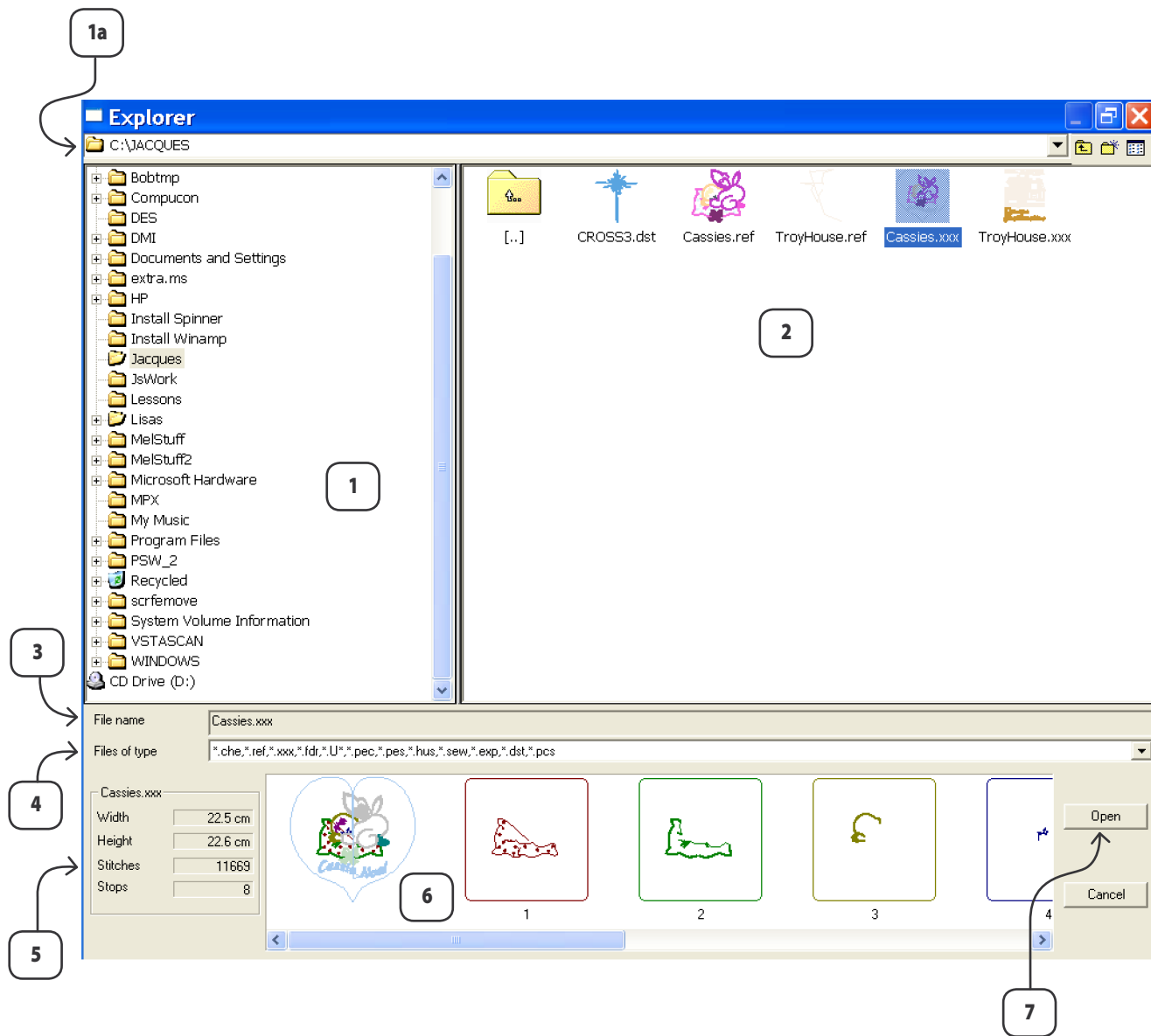
Inside Design Browser

Design Browser is a quick-and-easy way to access stitch files. Information, such as, **stitch count, dimensions and number of color changes** can be viewed in the **Design Browser window**.

Design Browser Dialogue Box

The following table correlates with **Image 1** (of next page), and defines each section of **Design Browser** and its function.

No#	Definition	Action
>1	Contents of computer (usually C :); and other drives and storage devices.	Choose a drive and folder from the left-hand column.
>1a	Selected folder name .	
>2	Contents (design files) of selected folder .	Click a design from right-hand column.
>3	Design name displayed.	
>4	File type displayed.	Isolate to desired file type with black triangle on right.
>5	Design information displayed. >Dimensions >Stitch count >Number of STOP codes (which indicate colour changes)	
>6	Individual blocks of selected design displayed.	
>7	Open design confirmation.	Click "Open" or double-click on highlighted design.



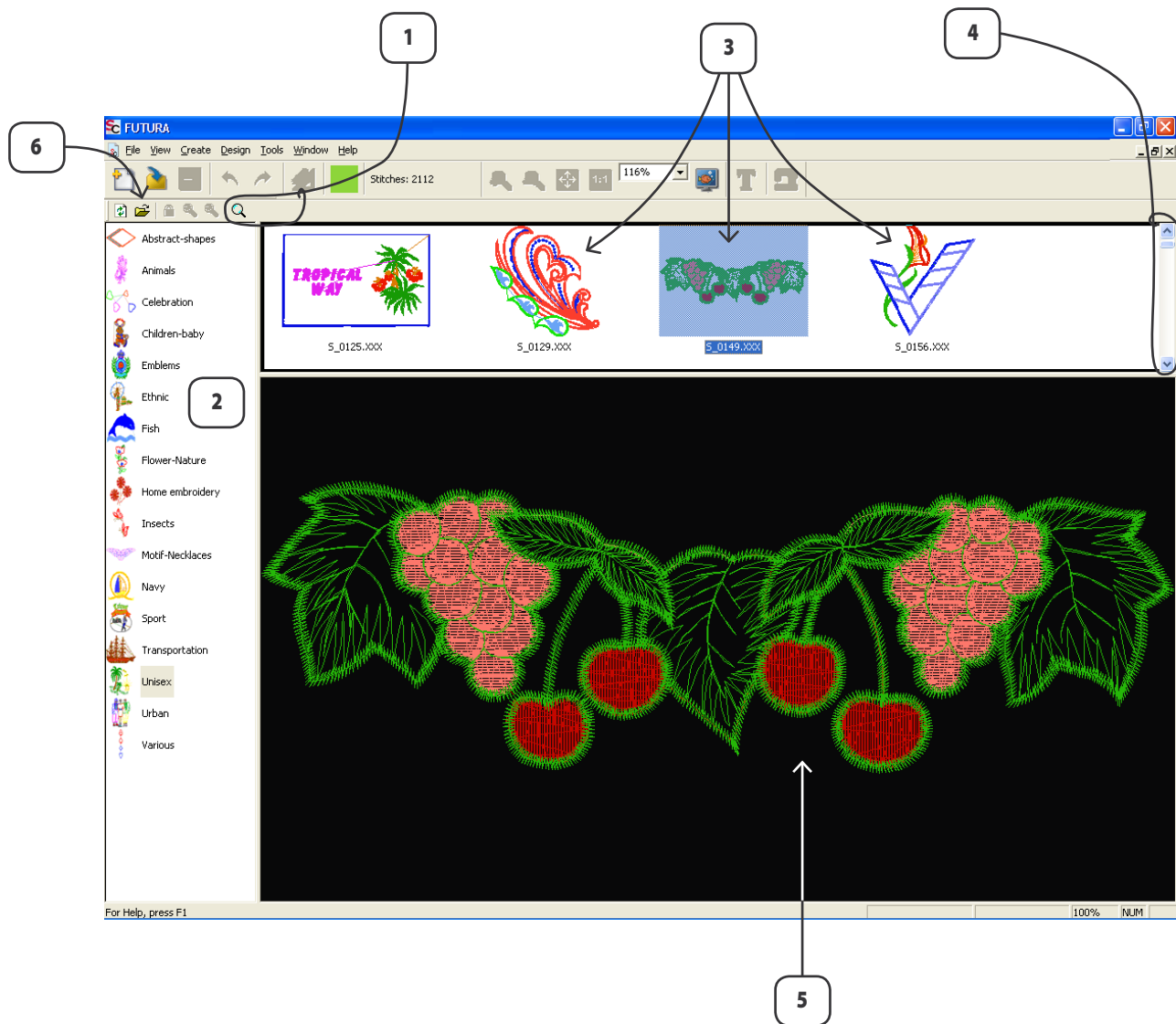
Inside Embroidery Anthology

Embroidery Anthology is a wonderful collection of unique stock designs that will be available for the FUTURA users.

Embroidery Anthology Dialogue Box

The following table correlates with **Image 1**, and defines each section of Embroidery Anthology and its function.

No#	Definition	Action
>1	Icon for search by filename.	
>2	Design categories.	Click on desired category.
>3	Contents (design files) of selected category.	Click a design from top column.
>4	Scroll bars.	Move up and down with the bar to see all designs in category.
>5	Selected Design displayed.	
>6	Open design icon.	Click "Open" or double-click on highlighted design.



Inside Print Design

Print Design

Print Design is function used to **print the open (on-screen) design in the FUTURA software**. This can be useful for record-keeping, and seeing the thread colors of the design.

How to Print on-screen design

Step	Action	Result
>1	Select Print from the File drop-down menu.	A Print dialogue box will open.
>2	Follow setup procedure for your printer.	A print will be made of the on-screen design.



Select "Print Preview" to see how the design will look before printing.

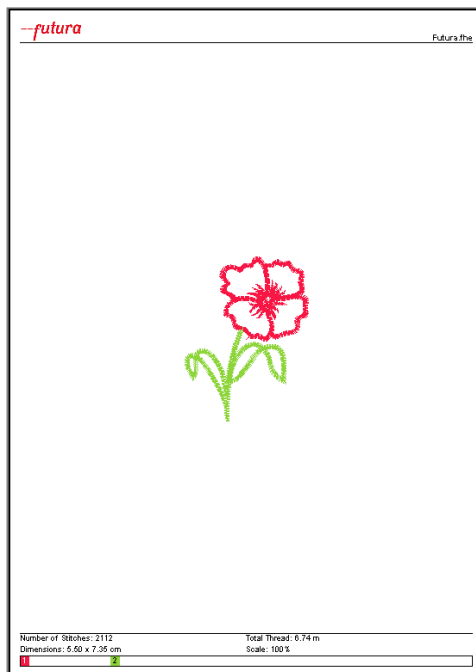


Image 1
A print preview of your design

© FUTURA 2004

Inside Exit FUTURA

Exit FUTURA

Exit FUTURA is a function used to **exit the FUTURA** software. It is not necessary to **Exit** FUTURA to work on **different** designs. **Multi-ple** windows may be open at-once within the FUTURA screen.

How to Exit FUTURA

Step	Action	Result
>1	Select Exit from the File drop-down menu.	The FUTURA screen will close.



A message will appear if a design in any open Window has not been saved.

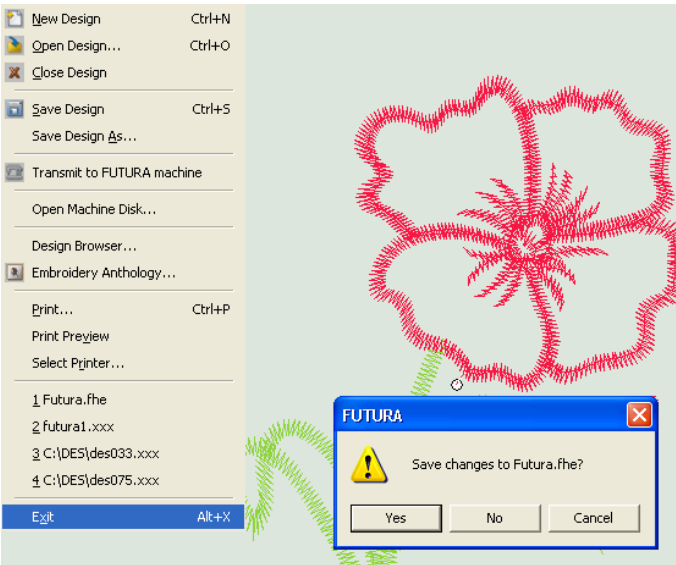


Image 1
The message that appears if a design in any open Window has not been saved.

Inside Undo/Redo

Undo/Redo

Undo/Redo is a function used to Undo the last action performed. If Undo is used, then Redo can be chosen to restore the action where Undo was used.



How to Use Undo

Step	Action	Result
>1	Click on a (any) portion of the design to Select it and move it.	The design will appear differently.
>2	Click the Undo icon.	The last action (a moved segment) will be undone (restored).



How to Use Redo

Step	Action	Result
>1	Click the Redo icon.	The Undo will restore the performed action.



In order to use the Undo feature, a design must be on-screen.



*for **step >1**
Some action must be performed
before "Undo" is available.*



*"Undo" must be performed
before "Redo" is available.*

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Inside Realistic View

Realistic View

Realistic View is a function used to view an embroidery design in a **Realistic** or **“3-D” simulation**. In some instances, such as using special stitch types, it may be beneficial to view a design with Realistic View.

How to Use Realistic View



An embroidery design must be on-screen to use Realistic View.

Step	Action	Result
>1	Select Realistic View from the View drop-down menu.	The design will be shown in realistic view.

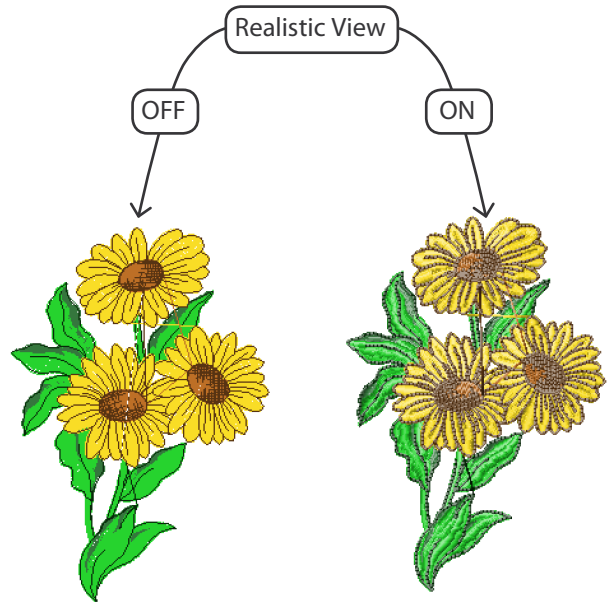


Image 1
Realistic View in action

Inside Redraw Design

Redraw Design

Redraw Design is function used to **redraw** (“stitch”) **the on-screen design** in the FUTURA software. This feature is particularly useful for “stitching” **stock designs** to see how they travel, color changes, etc.

How to Redraw Design

Step	Action	Result
>1	Select Redraw Design icon. Alternatively, choose Re-draw Design from the View drop-down menu.	The Redraw dialogue box will open.
>2	Click Green Triangle to begin redraw.	The design will redraw on-screen exactly as it would stitch.
>3	Hit Esc on keyboard to end Redraw function.	Redraw box will disappear.



An embroidery design must be on-screen to use Redraw Design.



Move the slide-bar on right-hand side of box to slow or speed-up the redrawing.

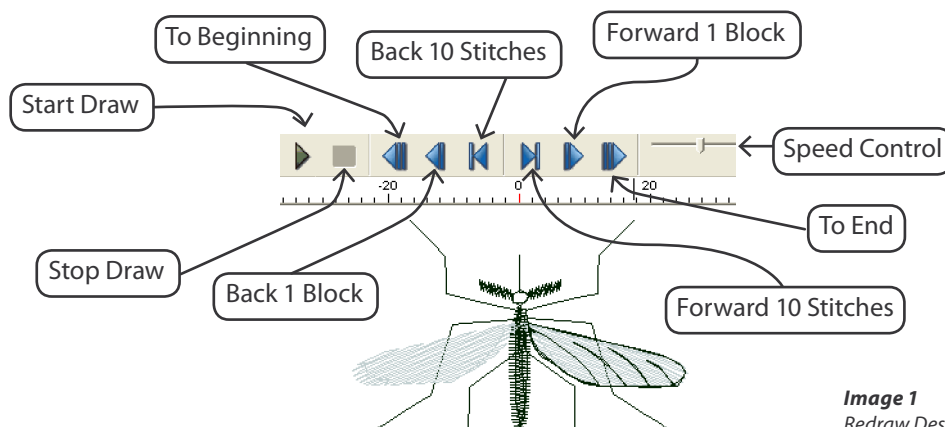


Image 1
Redraw Design options

Inside Zoom

Zoom is a useful feature for re-sizing the image or embroidery design for different viewing needs. It is important to become very comfortable with the Zoom features so that your digitizing experience is relaxed and you are creating minimal eye-strain. It is possible to **Zoom In** (enlarge an area); **Zoom Out** ("back off" an area); **Zoom Full Screen** (adjusts screen for more viewing); **Zoom 1: 1** (actual size of design and/or image); and **Zoom %** (choose a % of Zoom).

Zoom In

When editing a design, it is imperative to **Zoom In** closely on the image so that you can see it well enough to place the points accurately. Try to get into the habit of zooming very close on the area that you are working.

Step	Action	Result
>1	Select the Zoom icon. Alternatively , select Zoom.../Zoom In from the View drop-down menu.	The cursor will change to the Zoom icon
>2	Click, drag, and release Zoom window around area to be enlarged.	The design and/or image will be increased to reflect Zoom window.

Zoom Out

If you need to see more of the image or design, using Zoom Out will assist.

Step	Action	Result
>1	Select the Zoom - icon. Alternatively , select Zoom.../ Zoom Out from the View drop-down menu.	Zoom % will decrease by 1/2 for each click of Zoom Out.

Zoom Full Screen

The Full Screen feature allows you to see more of the embroidery design by hiding some of the toolbars that take up viewing space on the screen.

Step	Action	Result
>1	Select the Full Screen icon. Alternatively , select Zoom.../ Full Screen from the View drop-down menu.	The toolbars will disappear.
>2	Click Full Screen icon to close.	The screen will return to normal screen.

Zoom 1:1

The Zoom 1:1 feature presents the design at actual size. It is important to use this Zoom from time-to-time to gauge appropriate column widths, stitch types, and overall dynamics of the design by viewing it at the intended sew-out size.

Step	Action	Result
>1	Select the Zoom 1:1 icon. Alternatively , select Zoom.../ 1:1 from the View drop-down menu.	The Zoom % will be at 100% - actual size.

Zoom Fit-to-screen

The **Zoom fit-to-screen** feature presents the design at the full-screen size.

Step	Action	Result
>1	Select the Zoom Fit-to-screen icon. Alternatively , select Zoom.../Zoom Fit-to-screen from the View drop-down menu.	Design will fit to (fill) screen.

Zoom (set) %

The **Zoom** 25%, 50%, 75%, 100%, 200%, and 300% allow you to set a precise viewing size. Sometimes the smaller views allow you to see a design that is larger than the screen. The larger views, such as 300%, allow you to use a **constant** Zoom % when digitizing. This can be very helpful for retaining a “feel” for placing points and such.

Step	Action	Result
>1	Select Zoom from the View drop-down menu.	Zoom pop-out window will open.
>2	Choose 300% . Alternatively , click the 300% box using the downward triangle.	The Zoom % will be at 300%.

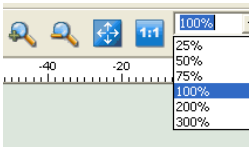


Image 1
Zoom (set) %

Inside Stitch Points

Stitch Points

Stitch Points is a function used to **turn off/on** the **needle penetration** view in an embroidery design. In some instances, such as, **checking for lockdowns**, it may be beneficial to view stitch points.

How to Use Stitch Points

Step	Action	Result
>1	Select Show/Hide Stitch Points from the View drop-down menu.	The design will be shown with "dots" at every stitch.



An embroidery design must be on-screen to view Stitch Points.



*In order to view Stitch Points, "Realistic View" must be **disabled**.*

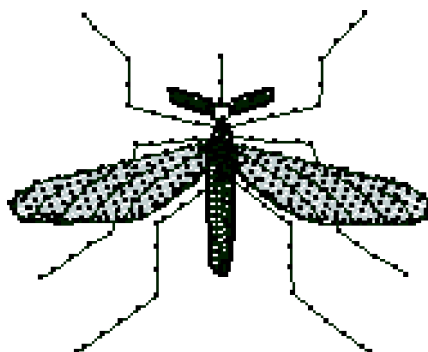


Image 1
Stitch Points shown.

Inside Hoop



Important !
Remember, the FUTURA machine has to always be turned on, set up for embroidery and connected to the PC in order for the FUTURA software to run.

Hoop is a feature that offers the opportunity to view your embroidery design on-screen in a “**Hoop**” that has the dimensions of the real hoops that are specially designed for the **FUTURA embroidery machine**.

The FUTURA machine comes by default with two different size hoops, the small one at a size of 80x120mm and the large one at a size of 115x170mm

When running the FUTURA software , it automatically identifies the hoop that is attached to the machine and displays it on screen. You can easily choose to change the hoop appearing on screen.



Important !
The software will prompt you with a warning message in case a design is bigger than the visual hoop on screen or if the design is being moved outside the hoop.

Change Hoop

Use the Hoop feature to view your embroidery design **inside the appropriate size**, which is the smallest possible size for the design based on the hoops provided with the FUTURA machine.

FUTURA software automatically displays the hoop installed on the machine side, nevertheless in case you would like to switch you would follow the steps listed below.

Step	Action	Result
>1	Select Select Hoop from the Tools drop-down menu.	Hoop dialogue box will open.
>2	Choose between the Small or Large Hoop for the FUTURA machine .	
>3	Click Ok .	

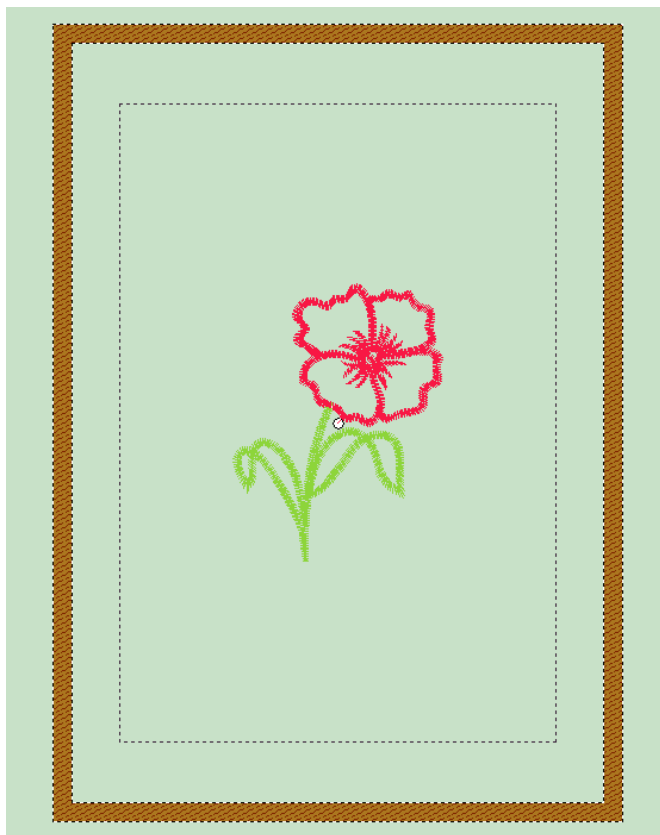
View Hoop

Now you can turn on/off the view of your selected hoop.

Step	Action	Result
>1	Select Show/Hide Hoop from the View drop-down menu.	The (previously) selected Hoop will open on-screen



The bold hoop line indicates the actual size of the hoop while the dotted line shows the actual embroidery area.



Inside Grid

Grid

The **Grid** is a useful tool for both digitizing and editing. The Grid can be turned on at **any time** for aid in placing elements such as **lettering and pasted objects**. The **Grid** can also be sized according to your needs.

How to turn on Grid

Step	Action	Result
>1	Click Show/Hide Grid in the View drop-down menu.	A Grid will fill the screen.

How to Set Grid Size

Step	Action	Result
>1	Click Set Grid Size in the Tools drop-down menu.	The Grid Properties box will open.
>2	Type 50 in the "Grid Properties X" box.	
>3	Click OK .	A 5mm grid will appear on-screen.



The Grid blocks are set at a **default** of 10mm square. The unit of measurement is relevant to the choice in **System Parameters**.



Tip!

Uncheck the "**Lock Values**" box to change one dimension of the grid.

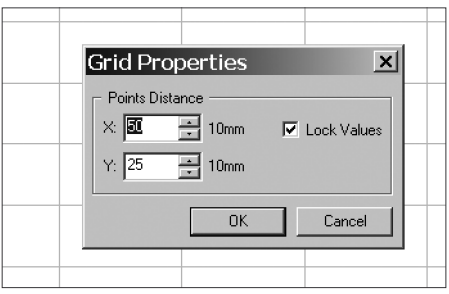


Image 1
Grid properties box.

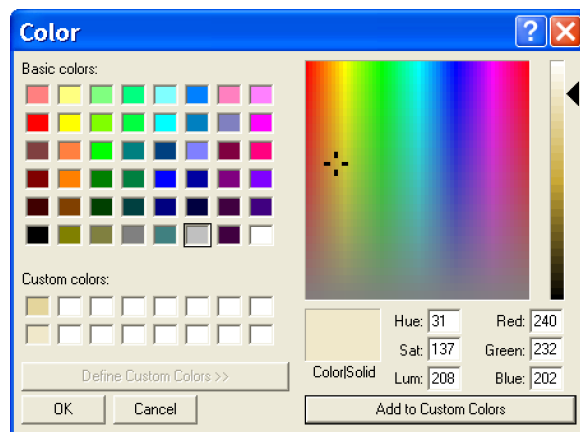
Inside Screen Color

Screen Color

"Screen Color" is a function used to **change the color of the screen**. Using a neutral color, such as gray, black, or white is better than bright colors, as it is much easier on the eyes.

How to Change Screen Color

Step	Action	Result
>1	Click Screen Color in the View drop-down menu.	A large color palette will open.
>2	Choose from color blocks on the left-hand side of the dialog box. Alternatively, click in the right-hand rainbow field.	
>3	Choose from the Value bar to set a lighter or darker value.	
>4	Click Ok .	The Screen color of the screen will display new color.



If you created a color that is not in the Basic colors, click on "Add to Custom Colors" for future use.

Image 1
Screen Color palette

Inside Design Library

Design Library

FUTURA comes with a variety of 60 free embroidery designs through the Design Library !

Make use of any of these designs to create beautiful embroidery results !

All of the designs included in the Design library are fully resizable ensuring at all times exceptional embroidery quality.



The designs in the **Design Library** are divided into two sections based on their size.
 "Small" ones that fit into the Small FUTURA hoop.
 "Large" ones that fit into the Large FUTURA hoop.



You may want to set the intended thread colors to your choices.
 "Redraw Design" will help to see the sequence of colors.

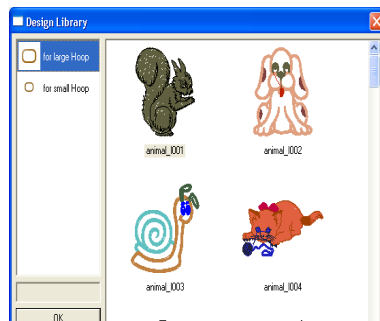


Tip!
 Work with design while it is in the "ghost-frame".

Image 1
 Design Library window

How to Use Design Library

Step	Action	Result
>1	Select Design Library... from the Create drop-down menu.	The Design Library of designs will open.
>2	Select a category from the list in left-hand column.	A group of designs will appear in the right-hand box.
>3	Highlight a design from the list on the right	
>4	Select Ok .	The design will open in a "ghost-frame" box on-screen.
>5	Right-click and choose Apply . Alternatively, click anywhere off of the design.	The design will fill with stitches.



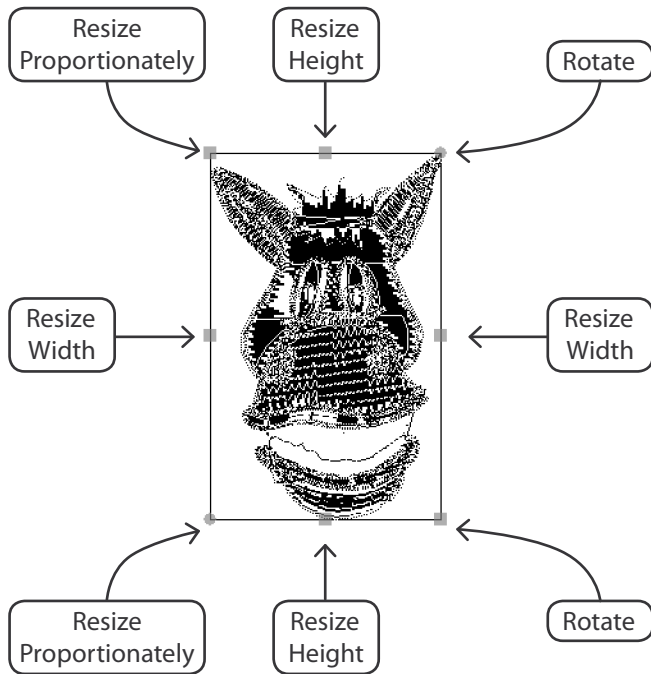


Image 1
How to Resize and Rotate the Design while in "Ghost Frame".

Inside Change Size

The **Change Size** feature of FUTURA is helpful in **changing the size, rotating**, and/or **stitch processing** a design. It is possible to **change the size** of an embroidery design, whether it is an **expanded** ("stock") **design** (i.e. **.dst** , **.pes** , **.xxx** etc), or **block design** (i.e. **.che** , **.psw**) .

How to Change Size

Step	Action	Result
>1	Select a design from File/ Open Design	
>2	Choose Ok .	The design will open.
>3	Select Change Size from the Design drop-down menu.	The Change Size dialogue box will open.
>4	Check % box.	The design is now change-able by a %.
>5	Type 125 in either dimension box and click Ok .	Design will be increased to 125 % , that is 25% bigger than the original one.



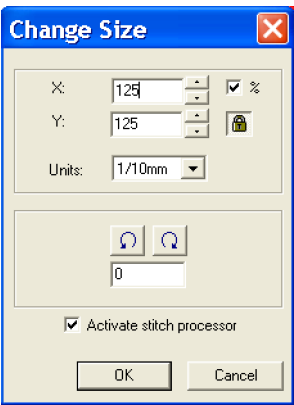
You can change the **unit of measurement** to inches in the "**Units**" box.



for **step >5**
Both dimensions (Height and Width) will change if the "Padlock" is enabled.



You can also change dimensions by inputting the exact required values.



The values in the cells are restricted to the Height and Width of the large hoop.

Image 1
Change Size dialogue box.

Rotate a Design

A design can be rotated while working inside the Change Size dialogue box.

Step	Action	Result
>1	Check directional box.	The design will be rotated in the direction of selection.
>2	Type 15 in the rotational value box.	
>3	Choose Ok .	Design will be rotated to 15° .

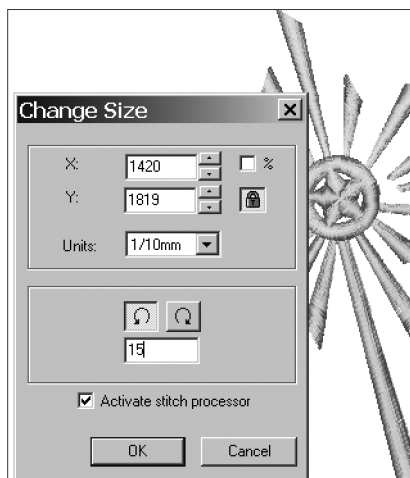


Image 1
Change Size dialogue box.

© 2008 Futura

Inside Center Design

Center Design

The most common "Origin Point" for a design is **Center/Center**. This means that the total design, plus lettering, if applicable, **begins and ends** at the perfect mathematical center. Even if a Stock design appears to have a **center** origin point, it is wise to make a habit of **re-centering** all designs.

How to Center Design


An embroidery design must be on-screen to use Center Design

Step	Action	Result
>1	Select Center Design from the Design drop-down menu.	The design will now have a perfect Center Origin Point.

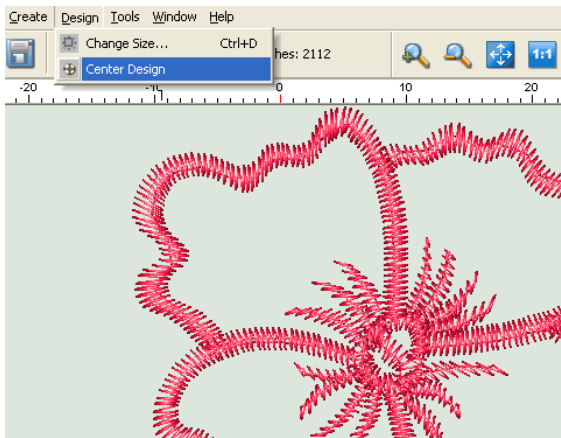


Image 1
Selecting Center Design from the Design drop-down menu

Inside Stitch Colors

Stitch Colors

Digitizing is a more pleasurable experience if the “thread-colors” (on-screen colors that represent the thread that will be stitched in a design) match the artwork or are realistic for the subject matter. Even when saving stock designs, it is beneficial to **change the Stitch Colors** as they will be stored with the design.

Change Stitch Colors

Step	Action	Result
>1	Select to Open a design from the File drop-down menu, and choose Ok .	The design will open on-screen.
>2	Select Stitch Colors from Tools drop-down menu.	The floating Stitch Colors dialogue box will open.
>3	Select a thread palette from Active Palette box.	
>4	Choose List Colors .	The floating color chart of the selected thread palette will open.
>5	Click on any desired color to change.	
>6	Alternatively you can click and select any color in the RGB color area.	
>7	Repeat step #6 for all remaining colors choosing appealing colors.	
>8	Click X on Color Chart to close.	



In order to Change Stitch Color a stitch file needs to be open on the FUTURA screen.

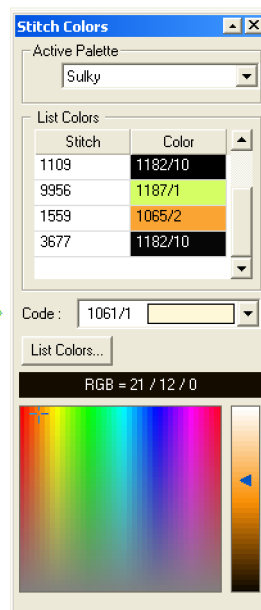


Tip!

*Note that the color boxes relate to the colors in the design in the **stitching sequence***



Image 1
Stitch Colors floating palette.



Inside Ruler

Ruler

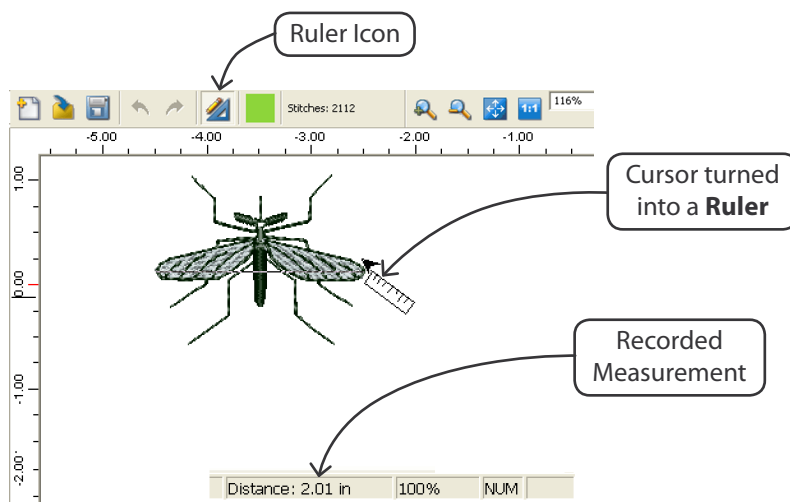
"Ruler" is a function used to **measure any two points, at any time** on-screen. In some instances, such as **measuring the width of a column in Lettering**, it is very beneficial to use Ruler.

How to Use Ruler

Step	Action	Result
>1	Select Ruler icon. Alternatively, select Ruler from the Tools drop-down menu.	The cursor will turn into a Ruler .
>2	Select 1st point on object to be measured...	
>3	Drag (hold) straight to 2nd point to be measured and release.	The distance will be recorded on bottom-right of information bar.



An embroidery design or image must be on-screen in order to have something to measure with Ruler.



*Ruler will note measurement in unit type - **millimeters** or **inches** - that is set in System Parameters.*

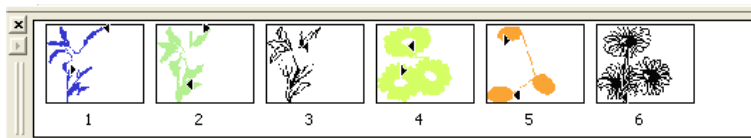
Color Block List

The Color Block List displays all color blocks of the design in the sequence in which they will be sent to the machine and embroidered.

It is a useful function giving you an instant overview of the color segments of the design, in the manner these will be sequentially sent to the machine.

The small rectangles on each color block indicate the start and end point of each color block, that is the position at which the first stitch of the color block starts and the last stitch where the color block ends.

Depending on the color of the block (dark or light), the background of the icons will either be drawn in black or white, aiming to provide a better contrast and view of the block.



Select

There will be cases in which you will need to move a design inside the boundaries of the FUTURA hoop.

Doing this in the FUTURA software is very easy, while FUTURA also gives you the ability to select and move only a particular block, change it's color or even delete it !

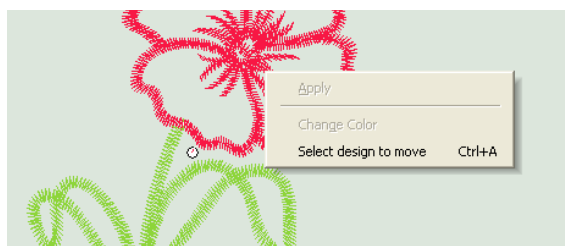
Select Design to Move

In order to select a design and move it on screen to another position, all you have to do is right-click with the mouse anywhere in the screen and choose "Select Design to Move".

The whole design will automatically be selected and you can move it to any point desired on the screen.

When having it moved to the desired position simply right-click with the mouse and select "Apply".

The design will be reconstructed at the new defined position.



Select blocks

FUTURA software also provides the ability to select only parts or blocks of the design.

Simply click on the **block** to be selected. Holding down the Ctrl key on the keyboard will allow adding more blocks to the selection.

Again when having the selection moved to the desired position simply right-click with the mouse and select "Apply".

The block(s) will be reconstructed at the new defined position.



Important !

The software will prompt you with a warning message in case a design is bigger than the visual hoop on screen or if the design is being moved outside the hoop.



Hold "CTRL" key for multiple Block Selection

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To Move

You can **Move** the selected segment(s).

Step	Action	Result
>1	Select Block or Select All as described above.	
>2	Click and drag the Selection to desired location and release .	The selection will be (temporarily) set to the new location.
>3	Right-click and choose Apply from the pop-up menu.	The selection will be filled with stitches.

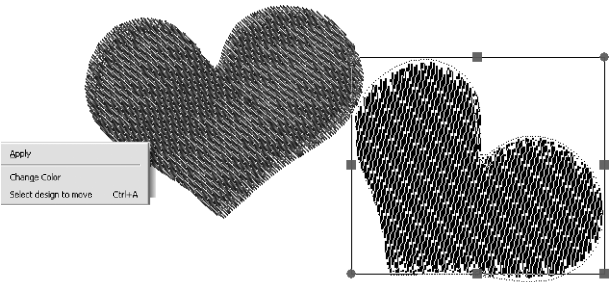


Image 1
Click and Drag to Move.

To Re-size

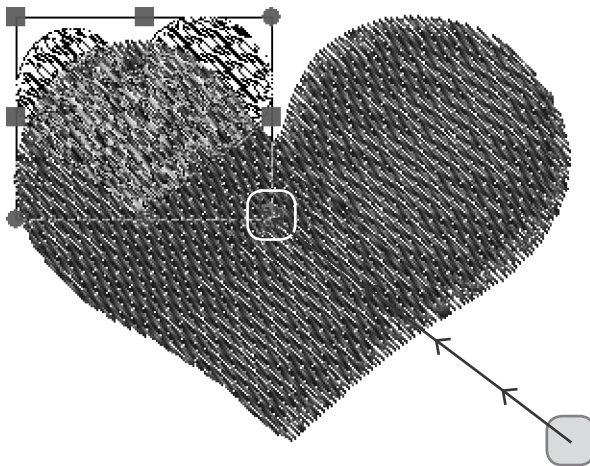
You can **Re-size** the selected segment(s).

Step	Action	Result
>1	Select Block or Select All as described above.	Selection will be encased in a frame.
>2	Click and drag on a Square on the selection frame to the new size and release .	
>3	Right-click and choose Ap- ply from the pop-up menu.	The selection will be filled with stitches.



for **step >2**

Dragging inward will decrease size
and outward will increase it.



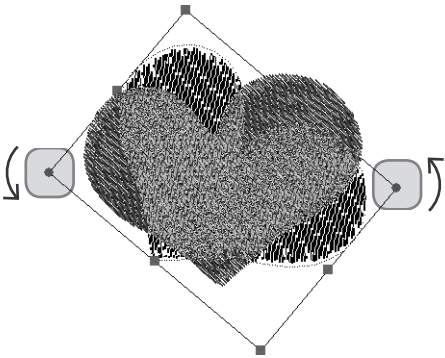
Shows which handle to use,
Start and finish Positions and
movement of the Square.

© 2008 Futura

To Rotate

You can **Rotate** the selected segment(s).

Step	Action	Result
>1	Select Block or Select All as described above.	
>2	Click and drag on Circle on top-right, or bottom left of frame.	The selection will Rotate to the chosen direction.
>3	Right-click and choose Apply from the pop-up menu.	The selection will be filled with stitches.



Shows which handles to use to Rotate and the movement directions to rotate the frame.

Image 1
Rotate with circles.

To Delete

You can **Delete** the selected segment(s).

Step	Action	Result
>1	Select Block or Select All as described above.	
>2	Hit Delete on keyboard.	The selection will be removed from the screen.

Change Color

You can also change color to one selected Color Block.

Step	Action	Result
>1	Select Block .	
>2	Right-click with the mouse and choose "Change color".	The color selection window will be displayed.
>3	Pick any color for the block.	The color of the block will change.

Inside Lettering

It is simple to use **Lettering** in the FUTURA software. Whether adding lettering to an embroidery design, or setting up individual names, it will soon become a task that's as easy as "A, B, C"! Though the sequence of tasks used in setting up lettering is not important, following a **Step-by-step** "formula" will help while learning the program. The **Lesson** shown follows from left-to-right on the **Lettering toolbar** to set up basic Lettering.

Step-by-Step Lettering

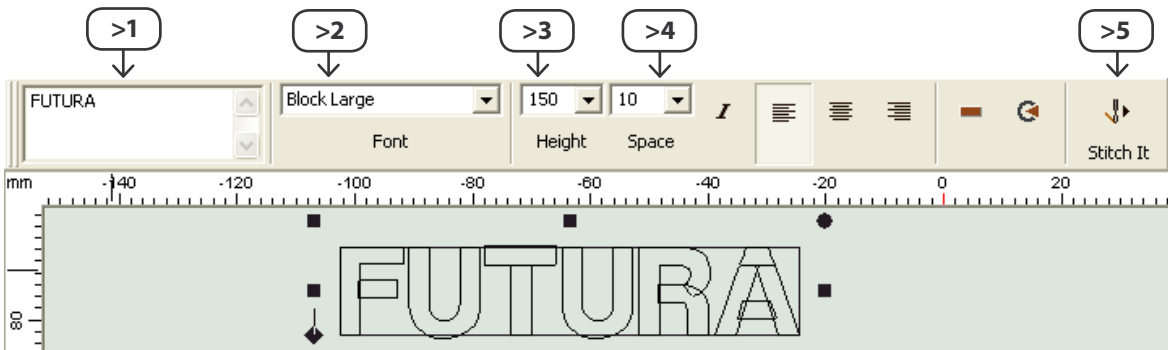


For the following lesson,
open a blank FUTURA screen.

Image 1
Step-by-Step Lettering

- >1 Type Name
- >2 Choose Font
- >3 Set Font Height
- >4 Set Letter Spacing
- >5 Stitch Letters

Step	Action	Result
>1	Select Lettering icon.	The Lettering toolbar will open.
>2	Click in text box and type in [Name].	The letters will appear in frame on-screen.
>3	Select Font in Font Style box.	Letters in frame will change to selected font.
>4	Choose Font Height from drop-down list.	Letters will change to selected height.
>5	Choose Spacing from drop-down list.	Letters will adjust to selected spacing.
>6	Select Stitch It icon.	Letters will fill with stitches.



Text Box

The **Text Box** behaves just like a typewriter. You simply type in a name, and hit **Enter** to go to the second line (if needing additional lines). Though many lines can be typed here at once, sometimes it is easier to work with individual lines of text.

Font Style

This drop-down list includes all of the available fonts in your software. The **last font used** remains displayed in the **Font Style** box.

Font Height

In the **Font Height** box, choose from the drop-down list the desired **height** of the letters. You can also type **Letter Height** by highlighting **Font Height** box. The letters in the frame will automatically be updated to reflect the new size.

Spacing

In the **Spacing** box, choose from the drop-down list the desired **spacing between** (all) the letters. You can also type **Letter Space** by highlighting **Space** box. Also, see Section on “Advanced Spacing” below.

Italics

Click on this icon to automatically **Italicize** the text in the letter frame.

Justification

Your embroidered letters can be handled exactly like a typewriter. Select **left**, **center**, or **right Justification**. This feature is particularly useful when working with multiple lines.



Tip!

A standard value to use for Spacing is 10 to save trimming between letters.



If more or less slanting is desired, see section on rectangular frame.

Frames

Frames offer several styles from which to select for “designing” with text. While the letters are inside the frame, the circles and squares on the perimeter of the frames can be used to manipulate the shape. **All of the different types of frames can be moved, resized, and rotated.** To move any frame, simply click in the center of it and drag it to the desired location. See additional information below for resizing and rotating frames.

Rectangle Frame

The **Rectangle frame** has many capabilities for altering text (from a “normal”, straight line). The frame can be **moved** by **clicking** anywhere in the frame and dragging to a new location.



for **step > Resize Frame**
The squares on (center)
Left/Right/Top/Bottom will resize box
in one direction (height or width).

Step	Action	Result
Italicize Letters	Click on diamond at bottom left of frame, and drag in direction of desired slant.	Letters will slant in direction of pulled baseline.
Step Down	Click on diamond at bottom right of frame, and drag downward.	Letters will step down diagonally.
Re-size Frame	Click on square at bottom right or top left of frame and drag up or down.	Letters will re-size proportionately.
Rotate	Click on circle at the top right or bottom left and rotate.	Baseline of Letters will rotate to new direction.

Circle Frames

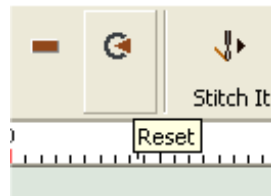
On all of the frames, the symbols - **circles and squares** - on the frame have a purpose. It is best to experiment with each of the frames by **clicking and dragging** the points to see a visual representation of the proposed manipulation.

Bridge Frames

These frames can have a lot of versatility, including the **traditional bridge**. The letters always remain vertical.

Reset

If a frame has been manipulated in any manner, using the Reset icon will set the letters back to the original configuration within the frame.



Stitch Letters

Select **Stitch It** icon to fill the letters with stitches.



Image 1
Finished Lettering

Changing color for Lettering

When working with Lettering you might like to change the color of the words to be embroidered to a different color than the last use. Simply click on the color icon on the toolbar to change the active color.

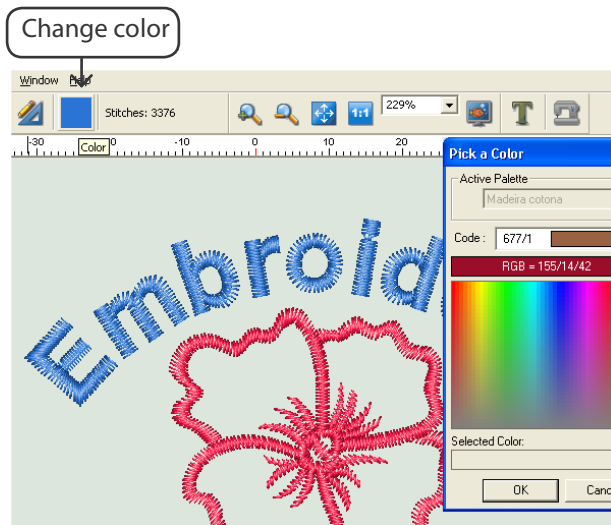


Image 2
Change color for Lettering

Inside System Parameters

System Parameters

System Parameters is a function used to **personalize the environment** (screen) of **FUTURA**. For those of us who still want to measure in **inches**, System Parameters is the place to set that up. Of course, **using millimeters is the default setting**.

How to Use System Parameters

Step	Action	Result
>1	Select System Parameters from the Tools drop-down menu	The System Parameters dialogue box will open.
>2	Click English System (inches) from the Unit System drop-down list.	The on-screen rulers will appear in Inches.
>3	Select English from the Language drop-down list.	The menus will be English (default) language.
>4	Click Ok .	Changes will take place.

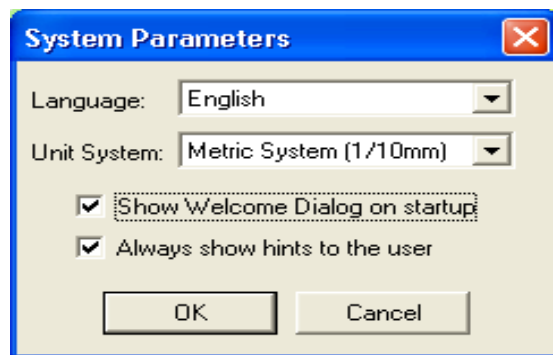


Image 1
System Parameters dialogue box

Other System Parameters

It is also possible to **uncheck** the boxes for “Show Welcome Dialog”, and “User Hints” while inside **System Parameters**.

Show Welcome Dialogue

The software has a “start-up” dialogue box to guide the user on basic starting tasks such as: **open a design, start a new design, define hoop**, and more. This can be turned on or off from this section (the dialogue box) or inside **System Parameters**.

Show User Hints

This deactivates the caution message when sending a design to the FUTURA machine to always set embroidery tension on the machine to “E”.

Inside Help

FUTURA includes **in-built help features** to **help** and **support** you while working with the software.

These topics are available in the **Help** drop-down menu.

Index Help

FUTURA comes with an **on-line Help feature** to provide valuable information on the **features** and **functions** of FUTURA.

- > Press the **F1 button on the keyboard** after selecting any feature you might need some help with, and the program will immediately display the related **Help topic**.
- > For general help, choose **Help>Contents**. Clicking on the Contents option prompts the program to activate the **Help feature**, and displays a menu window with the **available help topics**.
- > Select **Help>Search** and **type a specific subject name**. The available subjects are displayed in a table.

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“How to” Tutorial

The **“How to” Tutorial** is an additional Help feature that will quickly guide you on how to use the software correctly to achieve amazing results. Whereas the standard Help section focuses more on what feature and function of the software is, the **“How to” Tutorials** has the purpose to show you **“how to do”** things while working with the software. From the Tutorials Page, simply select the topic you would like to study and go through the comprehensive step-by-step instructions on how to use a function or feature of the FUTURA software.

“Machine set-up” Tutorial

In order to start working with FUTURA for embroidery, you will have to first set up the FUTURA machine to work for embroidery.

This tutorial presents in a step-by-step procedure how to correctly set up the machine for embroidery.

Tip-of-the-Day



If you would not like this window to open when opening the software, un-check the option to “Show Tips on StartUp”.

The **Tip-of-the-Day** is a fun and insightful feature of FUTURA. There are many helpful hints included that may get your day off to a good start!

Click on **“Next”** to see more tips or **“Close”** to close the window.

As Tip-of-the-Day is a very simple function of FUTURA, please see **“How to Use Tip-of-the-Day”** for more information.

Keyboard Map

The **Keyboard Map** is a useful **Help chart** to view **keyboard short-cuts** and **definitions** of the topics found in the **drop-down menus**. As Keyboard Map is a very simple function of FUTURA, please see **“How to Use Keyboard Map”** for more information.

Register

This option will take you to a page on the Internet at which you will be able to register your software.



*In order to use this feature
please make sure to connect
your computer to the Internet first.*



*In order to use this feature
please make sure to connect
your computer to the Internet first.*

Get more at FUTURA support site

The www.futura-support.com is an online support website designed to provide support to the users of the exciting FUTURA product.

To see for yourself, from inside the FUTURA software simply click on **"Help"** -> **"Connect to support site!"** Log onto www.futura-support.com and register to **benefit** from all the services offered.

About FUTURA

The function **"About FUTURA"** opens a Window which displays basic information about the software.

My Notes

SINGER®